Members Present: Dee Andrews, Cal Caplan, Alex Cassuto, Stevina Evuleocha, Karina Garbesi, Julia Norton, Norma Rees, Hank Reichman, Don Sawyer, Emily Stoper, Alison Warriner, Don Wort

Member Absent: none

Visitors: Carl Bellone, Bob Brauer, Bob Burt, Emily Brizendine, Susan Correia, Bette Felton, Terry Jones, Mark Karplus, William Langan, Sherman Lewis, Frank Martino, Dick Metz, Robert Phelps, Melany Spielman, Susan Sunderland, Arthurlene Towner, Bruce Trumbo

1. Approval of the Agenda

M/S (Sawyer/Norton) to approve.

Wort added an additional document, FAC 7 to item 12, making this item 12 b and CAPR 14 item 12 a. He suggested holding the shaded items, except the President’s report, until the end of the action items.

Agenda was approved as modified.

2. Approval of the minutes of the meeting of May 6 and May 13, 2003

M/S (Caplan/Warriner) to approve the minutes of May 6 2003.

Cassuto noted some minor errors that will be corrected in the final version.

Minutes were approved as corrected.

M/S (Stoper/Reichman) to approve the minutes of May 13, 2003.

Andrews noted a minor error that will be corrected in the final version.

Minutes were approved as corrected.

3. Reports:

A. Report of the Chair: considered later.

B. Report of the President

President Rees:

Reported that Dean Jay Tontz of the College of Business and Economics was stepping down as of the end of the Spring Quarter. Professor Sam Basu has been appointed interim Dean. Rees provided ExCom with a document prepared by the CSU for the 2003 Budget Advocacy Day at the State Legislature. This document shows some broad possibilities for meeting the CSU budget cuts proposed by the Assembly Democrats, Senate Republicans and Assembly Republicans. Besides the $260.7 million decrease originally proposed by the
Governor, $69.5 million in further cuts have already been approved by the legislature. Furthermore, the fee increases have not yet been approved. The columns on the first page indicate possible ways in which further reductions could be funded. For example, the $69.5 million reduction could be funded by raising undergraduate fees an additional 12.5% over the proposed increase, of reducing enrollments by 3.1% and reducing personnel by 496 faculty and 583 staff. Rees asked ExCom if we felt she should convene the layoff committee.

Andrews asked how the faculty and staff reductions are converted into dollar values. Rees responded that this was most likely based upon some average salary and benefit values. Caplan asked if CSUH had already admitted students so the 3.1% reduction would be impossible. Martino replied that we probably had and we would most likely have to deny places for students already admitted if we chose that particular solution. Rees added that many campuses had changed their application deadlines so that they can control admissions. Our campus has not opted for this strategy.

Reichman argued that we have already accounted for the initial governor’s decline in our class offerings for 03-04. He wondered how close the additional $69.5 million in cuts would bring us to a layoff situation. Rees replied that if the $69.5 were the assured number then we would probably not face layoffs, but if more is needed the layoff committee would advise the President on how to proceed. Only the President may actually authorize faculty layoffs. Martino added that we are reaching a point where it is technically impossible to lay off faculty for the fall quarter. The CSUH faculty budget (not including benefits) is $39 million. $29 million is for tenured and entitled faculty ($3 million of which is for entitled) and $10 million is for non-entitled faculty and summer quarter. He explained that average salaries for faculty are much higher than those of other non-entitled faculty but the SFR is lower for the first group.

Stoper asked if this would have any effect on tenure track searches. Rees stated that she will not abort any current searches. Martino added that about twenty tenure track faculty have already been hired for 03-04. Caplan asked if we consider columns three and four separately (three is the % reduction in enrollments to meet the budget reductions, four is the number of personnel reduced). Rees explained that the two really go together; fewer students means less personnel needed to service the students.

Andrews recalled the 1991 layoff committee. This committee advised the President with alternatives to stop or prevent layoffs. She advocated convening the committee. Rees reminded ExCom that she is the one who convenes the committee. She added that she needs to have broader advice than simply having the committee advocate no layoffs. This would not give her adequate advice. Reichman agreed and added that the committee ought to be able to meet and advise during the summer were it to prove necessary. Members who cannot meet during the summer may need to be replaced. Sawyer also agreed that the committee should be convened.

Karplus asked Martino to clarify the statement about technical problems with fall quarter layoffs. Martino replied that the Chancellor’s Office must be advised of the pending layoffs and then they must inform the bargaining unit a certain number of days before the layoffs occur.

M/S/P (Andrews/Sawyer) to recommend to the President that the layoff committee be convened.

C. Report of the Statewide Academic Senators: not made in the interest of time.

4. Appointments and Nominations: postponed until all action items are considered.
The Chair noted that the closed session needed to be moved to 12c due to the time-constraints. It was approved.

5 a. Report from the University Advancement Faculty Liaison Committee (time certain)

V. P. Burt reported on the activities of University Advancement

- Fundraising results: Total gifts and pledges $1.4 million
  Last year $1.1 million
  Actual gifts $827 thousand
  Last year $995 thousand
- Number of actual donors is slightly lower than last year
- Gifts of discretionary funds totaled $193 thousand, scholarships $245 thousand and Business and Technology pledges totaled $885 thousand.
- The Kresge foundation will meet in June to determine if, and how much they will contribute to the building fund. These are matching funds and the campus has raised the required funds for the matching grant this past quarter.
- The campus-wide leadership fund is collaborating with individual departments to solicit funds from alumni.
- The Albert Lepore fund has been established with membership restricted to donors of more than $1,000. Twenty-seven donors will become the original members of this group.
- Alumni relations has been able to expand its alumni base by 19%
- There is a need for a strategic plan for the Committee. There will be a retreat on June 21 and, later on in the summer, a retreat of University Advancement.

4. Appointments:

Affirmative Action Liaison Officer

M/S/P (Caplan/Reichman) to nominate David Larson (GEOG).


M/S (Stoper/Cassuto) to forward to the Academic Senate.

The CIC document itself was unchanged, but the New Course request was being returned from CIC showing the proper consultation with the department of Economics. However, the amended New Course Request was noted to need further corrections. Area E Capstone had not been in the original request and the area of natural sciences/biology was in error. Motion to forward to the Senate as amended (without the Area E errors) passed.

7. 02-03 CAPR8/CIC 29, Discontinuance of the M.S. Program in Nursing (Geriatric Nurse Practitioner Program)

M/S (Stoper/Warriner) to forward both documents to the Academic Senate.

Reichman asked how long this program had been in existence. Felton replied that it was approved four years ago. Norton said there were no students and no faculty.

Motion passed.
8. 02-03 CAPR 9/CIC 32, Discontinuance of the Adapted Physical Education Credential

M/S (Warriner/Stoper) to forward both documents to the Academic Senate.

Garbesi asked if all courses had already been discontinued. Caplan responded that all courses had been discontinued eight years ago and there have been no students in the program since then. The department did not actually discontinue the program so this document serves as notification to all departments that still offer courses that were a part of the credential that the program no longer exists.

Motion passed.

9. 02-03 CAPR 13, Tenure-Track Hiring Requests and Prioritizations for 03-04

M/S (Reichman/Andrews) to forward to the Academic Senate.

Rees stated that she had no objection to CAPR looking at all requests. She sets the number of searches at around this time of the year. She may receive more requests from the Deans than that number. CAPR needs to prioritize the searches or else she is not getting any useful advice.

Stoper did not feel this was ready to be sent to the Senate. She felt the Senate could not make a decision about see the context of the documents referred to in the action requested line without seeing the entire documents with changes tracked. CAPR is no longer to prioritize tenure track requests, so CAPR’s action item asking to see all requests does not seem appropriate. This document, in her opinion, does not follow the guidelines for the is just a university wide report as called for in 00-01 BEC 11.

Reichman suggested we forward the document to the Senate without any ExCom action, as a report. Both Reichman and Wort added that items b and c should be considered by CAPR during the next academic year since the wording of the recommended changes is not specified.

Stoper argued that there was no purpose to sending the document to the Senate since it is not useful to read.

Andrews, at this point, withdrew her second. Norton then seconded the motion. She felt that the document was useful for chairs to see the information. Caplan advocated sending this forward since it is an important part of faculty governance. Rees noted that she has not yet set the number of searches for the 03-04 year. She added that she has never been satisfied with these procedures. The process should be revisited next year.

Wort suggested that the motion to send forward as a report be voted upon. The motion failed.

10. 02-03 CIC 34, G.E. Mission Statement

M/S/P (Stoper/Garbesi) to forward to the Academic Senate.

11. 02-03 CAPR 12, Department of Recreation and Community Service Five-Year Review

M/S/P (Sawyer/Norton) to forward to the Academic Senate.
Stoper commented that if the Senate adopts the revisions in the G.E. program at its next meeting REC 1000 would most likely be back in the G.E. program.

12 a. 02-03 CAPR 14, Department of Kinesiology and Physical Education Five Year Review

M/S/P (Norton/Sawyer) to forward to the Academic Senate.

12 b. 02-03 FAC 7, Policy on the Use of Search Firms

M/S (Stoper/Evuleocha) to forward to the Academic Senate.

Rees began the discussion by stating that she would not support an outright ban on search firms on Deans searches. Reichman agreed and added that he was disappointed that there were not general guidelines for all to use. Trumbo responded that FAC had considered this issue intensively including discussions with individuals who had been on search committees where search firms had been utilized. He felt it was difficult to extrapolate any general principles from a total of four searches.

Andrews argued that the policy itself should be incorporated into the administrative appointment document. This will help to inform the search committees of the policy. M/S (Andrews/Reichman) to send the document back to FAC and have the policy incorporated into the administrative appointment document.

Trumbo informed ExCom that he would not be disappointed to have it sent back. Rees wanted to make sure that next year’s FAC would have her comments as they crafted the document. Use of search firms should be considered on a case by case basis. She felt that search firms might even be used at the department chair level. Avoid language that straightjackets the search.

Substitute motion passed.

16. 02-03 CAPR 10/ CIC 31, New Credential in Special Education Teacher Internship Program for Level I Education Specialist Programs in Mild/Moderate and Moderate/Severe Disabilities

M/S (Sawyer/Norton) to forward both documents to the Academic Senate.

Towner asked that there be a change in the date of implementation from Fall, 2004 to Fall, 2003. Courses and program are ready to be offered. She felt this was probably a typo.

M/S (Warriner/Cassuto) to amend as requested. This was viewed as a friendly amendment.

Bellone said that the 2003 catalog cannot be changed, even in the electronic form. It will be under the 2004 catalog if it passes the Senate this year. Education can begin teaching and it will be in the catalog before anyone will graduate.

Motion passed.

17. 02-03 CAPR 11, Creation of a New Department of Social Work in the College of Letters and Social Science

M/S (Stoper/Garbesi) to forward to the Academic Senate.

Cassuto was asked if the Department had answered the questions he had raised. He replied that they had. As a brief review, Cassuto and Jones went over the responses. The
Department would have a new Chair and the funds to pay for the Chair will be paid initially by a Federal grant. Future funds are not guaranteed but can be applied for. The department will have its own faculty and the PTR process will be undertaken through normal department channels. Jones pointed out that he would be the only senior member of the department. PTR committees will be staffed at the onset by drawing on ALSS faculty as called for in the PTR document. Finally, neither Jones nor Stoper felt that an additional department would create any problems in ALSS. In response to Caplan’s query, Jones reiterated that faculty will be evaluated by their new home department. In response to Evuleocha’s question Jones stated that they would need to meet the requirements of the new department, not those of Sociology. He added that he has received a $500,000 grant from the Social Security Administration to award students a stipend of $18,000/yr. Contra Costa County has also awarded a grant to the new Department and they are waiting for Alameda County to respond. Andrews asked if the funding agency understood that there was assigned time for the Chair of the Department. Jones replied that this was understood since it was included in the grant proposal.

Motion was approved.

14. Report from the Chair of the Contra Costa Advisory Committee

Phelps reported that CSUH needs to become involved in the development of a master plan for the Contra Costa campus. He pointed out various recommendations from the Committee on pages 7-18 of the report. Stoper felt there were too many recommendations. The Committee should prioritize these recommendations; otherwise it is not clear what the Senate can do. Recommendations need to be written in a way that the Senate can examine, evaluate and approve.

M/S/P (Stoper, Sawyer) to accept the report of the Committee.

18. Draft Resolution in Support of Studying Smart Growth in Hayward

M/S (Stoper/Norton) to forward to the Academic Senate.

Lewis briefly explained the proposal. Metz asked where the study would come from and would we have to pay for it. Lewis said the city would do it and that it would be paid by a grant. Brauer did not believe this was the proposal that the city of Hayward is talking about at this time. As the conversation turned to substantive issues the Parliamentarian determined that the discussion was out of order and should take place when the resolution is considered by the Senate. Reichman agreed and added that a resolution should only be considered if it is germane to the function of the University. He believed it was, and added his support for consideration by the Senate.

Motion passed.

At this point, as time was fleeting, it was M/S/P (Norton/Stoper) to add fifteen minutes to the meeting time.

15. Report of the AALO

Stoper commented that the formation of a Committee on the Retention of African-American Students was not an agenda item. The Committee will need to be formed through a nominating process. Wort suggested that by accepting the report we would be accepting the
formation of this Committee. Stoper then suggested we appoint the Committee members through e-mail during the summer. Wort and Sawyer thanked Langan and the FDEC for their excellent work during the year.

Report was accepted.

13. FAC response to the charge regarding E-mail Privacy

Wort noted that we need only accept this report
M/S (Caplan/Evuleocha) to accept the report.

4. Appointments

University Advancement Liaison Committee.
Caplan nominated Maggie Szabo, Ed Leadership. Appointment approved.

Campus Planning Committee.
Caplan nominated Don Sawyer, KPE. Appointment approved.

Contra Costa Advisory Committee.
Caplan nominated Jim Mitchell, Teacher Ed. Appointment approved.

Library Advisory Board

University Union board of Directors
Stoper nominated David Baggins, Political Science. Appointment approved.

University Honors Program Director (in closed session)
Stevina Evuleocha was selected.

3. Reports

Report of the Chair

Wort reported that he believed the University was making substantial progress in electronic voting. The Senate office will try to implement a system developed by CSU Fullerton. Wort also thanked the members of ExCom for their dedicated service throughout the year. Cassuto thanked Wort for his dedication and leadership.

20. Adjournment

M/S/P (Sawyer/Cassuto) to adjourn.

Respectfully Submitted,

Alex Cassuto, Secretary